

Posted
27 Jan 00
-MT

Change
No. 2

KNGR 623-105

State of Kansas, Military Division
The Adjutant General's Department
Topeka, Kansas, 1 September 1983

OFFICER EVALUATION REPORTING SYSTEM

THIS CHANGE UPDATES KNGR 623-105 FOR ALL UNITS OF THE KANSAS ARMY NATIONAL GUARD.

KNGR 623-105, dated 1 March 1982 is changed as follows:

1. Insert the following pages in sequence and remove the pages indicated below:

<u>Old Pages</u>	<u>New Pages</u>
✓ 3	3 +4

2. This change will be recorded as appropriate at Appendix A, KNGR 310-1, Index of Regulations.
3. This sheet to be filed in front of the publication for reference purposes.

BY ORDER OF THE GOVERNOR:

OFFICIAL:


DAN E. KARR
COL, GSWT, KSARNG
Chief of Staff

RALPH T. TICE
MG, KSARNG
The Adjutant General

DISTRIBUTION:
A

Posted
27 Jan 00
AM

Change
No. 1

KNGR 623-105

State of Kansas, Military Division
The Adjutant General's Department
Topeka, Kansas 15 April 1982

OFFICER EVALUATION REPORTING SYSTEM

THIS CHANGE UPDATES KNGR 623-105 FOR ALL UNITS OF THE KANSAS ARMY NATIONAL GUARD

KNGR 623-105, dated 1 March 1982, is changed as follows:

1. Insert the following page and appendix in sequence and remove page and appendix as shown below:

OLD PAGE


✓ D-1

NEW PAGE

D-1

2. Material which has been changed is indicated by the symbol "*".
3. This change will be posted as appropriate to Appendix A, KNGR 310-1.
4. This sheet is to be filed in front of this publication for reference purposes.

BY ORDER OF THE GOVERNOR:

OFFICIAL:

DAN E. KARR
COL, GSWT, KSARNG
Chief of Staff

RALPH T. TICE
MG, KSARNG
The Adjutant General

DISTRIBUTION:
A

INCLUDES CURRENT PAGES FROM CHANGES 1 & 2

Kansas National Guard Regulation
Number 623-105 (Army)

*KNGR 623-105

State of Kansas, Military Division
The Adjutant General's Department
Topeka, Kansas, 1 March 1982

OFFICER EVALUATION REPORTING SYSTEM

THIS REGULATION IMPLEMENTS AR 623-105 (PERSONNEL EVALUATION REPORTS - OFFICER EVALUATION REPORTING SYSTEM) DATED 15 NOVEMBER 1981, FOR THE KANSAS ARMY NATIONAL GUARD, AND MODIFIES IT WHERE REQUIRED.

	Paragraph	Page
Reference	1	1
Purpose	2	1
Use of AR 623-105	3	1
Submission of reports	4	1
Officer Evaluation Report Support Form (DA Form 67-8-1).	5	1
US Army Officer Evaluation Report (DA Form 67-8).	6	2
Preparation of reports.	7	2
Rating Schemes.	8	3
APPENDIX A -		A-1
APPENDIX B -		B-1
APPENDIX C -		C-1
APPENDIX D -		D-1

1. Reference. AR 623-105, dated 15 November 1981.
2. Purpose. This regulation implements and modifies, as necessary, AR 623-105, as applies to the Kansas Army National Guard.
3. Use of AR 623-105. Chapter 8, AR 623-105, contains instructions for the preparation and use of officer evaluation reports as applies to the Kansas Army National Guard. The remainder of AR 623-105 is only applicable when referred to by chapter 8.
4. Submission of reports. Officer evaluation reports will be prepared, rated, and senior rated in sufficient time to allow the report to be submitted to this office, ATTN: AGKS-ARP-0, within forty-five (45) days after the ending date of the report. Reports pertaining to separated personnel will arrive in this office, ATTN: AGKS-ARP-0, within thirty (30) days after the date of separation.
5. Officer Evaluation Report Support Form (DA Form 67-8-1). As required by AR 623-105, this form will be furnished to the rated officer at the beginning of the reporting period. The following instructions are furnished:
 - a. DA Form 67-8-1 will be completed through Parts I and II. Designation of the office to prepare the form will be made by the major commander concerned.

*This regulation supersedes KNGR 623-105 w/changes, dated 30 Sep 79.

b. As required by AR 623-105, the rated officer and rater will discuss and complete Part III of the form within thirty (30) days after the beginning of the rating period. The rated officer will retain the form throughout the rating period, using it as a work copy. Additional counseling/coaching sessions during the rating period may modify or add information on the form. Specific tasks/objectives as pertains to strength improvement will be established.

c. At the end of the rating period, the rated officer will be furnished a new copy of the form, which will reflect the information contained on the work copy. This form will be forwarded along with the DA Form 67-8 to the rating officer. At the same time the rated officer should also receive a new support form for use during the next rating period.

6. US Army Officer Evaluation Report (DA Form 67-8). This form, along with DA Form 67-8-1, will be forwarded to the rated officer at the end of the rating period. The rated officer will review the administrative data contained in Part I and sign and date in Part IId. His or her signature verifies that the administrative data in Part I (other than item o) and the rating officials in Part II are correct. After the rated officer has signed and dated the form verifying the administrative data, it and the DA Form 67-8-1 will be forwarded to the rater. The rater will complete his portion of the form and forward it to the intermediate rater or senior rater, as appropriate. Upon completion of rating by the senior rater, the DA Form 67-8-1 will be returned to the rated officer, and the DA Form 67-8 will be forwarded through military channels to this office, ATTN: AGKS-ARP-0, within the time frame established in paragraph 4.

7. Preparation of reports. DA Form 67-8 will be prepared using the instructions contained in Section III, Chapter 4 and Section III, Chapter 8, AR 623-105, except as modified below. DA Form 67-8 will arrive in this office in original and two copies. Copies may be either carbon or reproduced. If reproduced copies are used, they must be printed on single sheets, front and back, in the same manner as the original form. The following modifications to instructions in AR 623-105 apply:

a. Part I (paragraph 8-18c, AR 623-105).

(1) Item e. Abbreviations will be as shown in Appendix A to this regulation. Basic branch codes will be used for commissioned officers and Department of Army Management Group Codes will be used for warrant officers.

(2) Item h. Station codes will be as shown in Appendix B to this regulation.

(3) Item k. Enter OT.

(4) Item n. Enter 20.

(5) Item o. Leave blank.

(6) Item p. Enter the rated officers current forwarding address.

b. Part II (paragraph 8-18d, AR 623-105). If the senior rater has been promoted pending Federal recognition, the State rank will be shown, followed by the two letter State abbreviation in parenthesis. For example, a Major who has been promoted by the State to Lieutenant Colonel, but has not received Federal recognition in the higher grade would have his grade shown as LTC(KS).

*c. Parts III, V, VI and VII will be completed in accordance with paragraph 8-18e through h, AR 623-105. Performance in accomplishing tasks/objectives, as pertains to strength improvement established on DA Form 67-8-1, will be addressed.

*d. Part IV is completed in accordance with paragraph 4-13b, C1, AR 623-105. The rated officer enters his or her most recent Army Physical Readiness Test (APRT) performance and height and weight data in part IV.

*(1) Block a, item 3. In the space after the phrase "Maintains appropriate level of physical fitness," the rated officer will enter (typed) one of the following APRT entries: "PASS," "FAIL," or "PROFILE"; the year and month of the most recent APRT administered within 1 calendar year prior to the rated officer's signature date of the report; or when "PROFILE" is entered, the date to profile was awarded. If the rated officer was required to complete the 4 mile run rather than the 2 mile run as part of the APRT, that notation should also be entered on the same line. Sample entries are: "PASS 8306 (4 mile)," "FAIL 8306 (4 mile)," or "PROFILE 8306." APRT numerical score will not be entered. If the APRT has not been taken within 1 calendar year of the rated officer's signature date, the APRT data entry will be left blank. These entries are not required for officers age 40 and over who have not taken the APRT within 1 calendar year due to the requirements for cardiovascular screening program.

*(2) Block a, item 12. The rated officer will enter (typed) his or her height and weight as of the rated officer's signature date on the report and an entry of "YES" or "NO" to indicate compliance or non compliance with AR 600-9. Sample entries are "72/185 YES," "71/215 NO," or "73/215 YES." The "YES" or "NO" entry is not required for officers who exceed the weight for the height screening table (AR 600-9, app A) but have not completed the body fat examination. However rater will explain the absence of this entry in part IVb (para (7)). Rater explanation is not required for officers who exceed the weight for the height screening table by receive a "YES" entry because he or she meet the body fat standards, however clarification may be appropriate, eg., football player and body builder.

*(3) Rater comments are mandatory in part IVb to explain APRT entry of "FAIL" or "PROFILE" in part IVa, item 3. Comments on "FAIL" entries should address reasons for failure and note any progress toward meeting physical fitness standards. Comments on "PROFILE" entries should describe the rated officer's ability to perform assigned duties when the profile prevents participation in one or more APRT events. If rated officer passed the 4 mile run rather than the 2 mile, the rater should indicate the 4 mile was required at that time for personnel under 40.


*(4) Rater comments are mandatory in part IVb to explain the absence of any of the APRT, height and weight data. For officers age 40 and over who have not taken the APRT within 1 calendar year prior to the rated officer's signature date of the report, the most common explanatory statements are: "Cardiovascular screen not completed;" "Cardiovascular screen completed but no final medical clearance to take the APRT."

8. Rating Schemes. Rating schemes will be prepared for each unit of the Kansas Army National Guard, using AGO Kan Form 623 (as shown by example in Appendix C). Schemes will be prepared in MTOE/TDA order, by name, indicating the effective dates of changes. Names may be posted to the rating scheme in pencil in order to facilitate changes. This office, ATTN: AGKS-ARP-0, will be furnished copies of all rating schemes, to include updated versions as changes occur. Rating schemes will be submitted to this office in accordance with instructions contained in Appendix D prior to implementation.

THE PROPONENT OF THIS REGULATION IS THE OFFICE OF THE ADJUTANT GENERAL OF KANSAS. USERS ARE INVITED TO SEND COMMENTS AND SUGGESTED IMPROVEMENTS TO THE ADJUTANT GENERAL OF KANSAS, ATTN: AGKS-ARP-0, BOX C-300, TOPEKA, KANSAS 66601.

BY ORDER OF THE GOVERNOR:

OFFICIAL:


DAN E. KARR
COL, GSWT, KSARNG
Chief of Staff

RALPH T. TICE
MG, KSARNG
The Adjutant General

DISTRIBUTION:
A

BASIC BRANCH AND MANAGEMENT GROUP CODES

The following is a list of basic branch codes to be used in Part I, Item e, DA Form 67-8, for commissioned officers:

<u>Basic Branch</u>	<u>Code</u>
Air Defense Artillery	AD
Adjutant General Corps	AG
Army Nurse Corps	AN
Armor	AR
Civil Affairs/Military Government	CA
Chaplain	CH
Chemical Corps	CM
Dental Corps	DE
Corps of Engineers	EN
Field Artillery	FA
Finance Corps	FI
Infantry	IN
Judge Advocate General Corps	JA
Medical Corps	MC
Military Intelligence	MI
Military Police Corps	MP
Military Police Corps	MP
Medical Service Corps	MS
Ordnance Corps	OD
Quartermaster Corps	QM
Signal Corps	SC
Army Medical Specialist Corps	SP
Staff Specialist	SS
Transportation Corps	TC

APPENDIX A, KNGR 623-105 (Cont)

The following is a list of management group codes to be used in Part I, Item e, DA Form 67-8, for warrant officers:

<u>MOS</u>	<u>CODE</u>
011A	MC
021A/031A/711A/741A/ 811A/821A/833A/841A	GA
041A/401A/411A/761A/762A	SV
051A	VC
100A/100B/100C/100E/100Q/100B/160A	AV
100D	RC
201A/211A/252A/285A/286A/287A/290A	CE
202A	MS
214E/214G/221B/222B/222C/223B 224B/260A/271A/310A/621A	WU
421A/441A/500A/510A/630A	MM
713A	JA
951A/961A/962A/964A971A/972A/973A 982A/983A/984A/985A/986A/988A	II

APPENDIX B, KNGR 623-105

STATION CODES

<u>CITY/TOWN</u>	<u>CODE</u>	<u>CITY/TOWN</u>	<u>CODE</u>
Abilene	20004	Larned	20485
Arkansas City	20043	Lawrence	20488
Atchison	20962	Leavenworth	20491
Augusta	20060	Liberal	20504
Belleville	20080	Manhattan	20537
Beloit	20086	Mankato	20539
Burlington	20100	Marysville	20546
Chanute	20160	McPherson	20550
Cherryvale	20150	Medicine Lodge	20364
Clay Center	20155	Neodesha	20600
Coffeyville	20181	Newton	20630
Colby	20180	Norton	20635
Concordia	20188	Ottawa	20677
Council Grove	20189	Paola	20688
Dodge City	20231	Phillipsburg	20700
Ellsworth	20263	Pittsburg	20711
Emporia	20273	Pleasanton	20714
Eureka	20270	Pratt	20724
Fort Scott	20310	Russell	20739
Fredonia	20315	Sabetha	20741
Garden City	20321	Saint Marys	20748
Garnett	20320	Salina	20751
Great Bend	20346	Smith Center	20773
Harper	20573	Topeka	20851
Hays	20375	Troy	20874
Hiawatha	20387	Wellington	20945
Holton	20397	Wichita	20962
Horton	20400	Winfield	20900
Hutchinson	20413	Yates Center	20950
Iola	20420		
Junction City	20444		
Kansas City	20449		
Kingman	20458		

OFFICER EVALUATION REPORT RATING SCHEME

ORGANIZATION: Co A 2d Bn 137th Inf

CURRENT AS OF: 1 NOV 79

RATED OFFICER TOE/TDA POSITION	EFFECTIVE DATE	RATER TOE/TDA POSITION	INTERMEDIATE RATER TOE/TDA POSITION	SENIOR RATER TOE/TDA POSITION
CPT WILSON, J Co Cdr (11C00)	1 JAN 79	LTC SMITH, M Bn Cdr (11C00) HQ 2d Bn 137th Inf		COL JONES, J Dep Bde Cdr HQ 69th Inf Bde
1LT JOHNSON, J XO (11C00)	26 OCT 79	CPT WILSON, J Co Cdr (11C00) Co A 2d Bn 137th Inf		LTC SMITH, M Bn Cdr (11C00) HQ 2d Bn 137th Inf
1LT WILLIAMS, A Rifle Plt Ldr (11C00)	3 APR 79	CPT WILSON, J Co Cdr (11C00) Co A 2d Bn 137th Inf		LTC SMITH, M Bn Cdr (11C00) HQ 2d Bn 137th Inf
2LT WCBORN, R Rifle Plt Ldr (11C00)	15 JUN 79	CPT WILSON, J Co Cdr (11C00) Co A 2d Bn 137th Inf		LTC SMITH, M Bn Cdr (11C00) HQ 2d Bn 137th Inf
2LT ALLEN, L Rifle Plt Ldr (11C00)	15 JUN 79	CPT WILSON, J Co Cdr (11C00) Co A 2d Bn 137th Inf		LTC SMITH, M Bn Cdr (11C00) HQ 2d Bn 137th Inf
1LT ELLIOTT, B Wpns Plt Ldr (11C00)	1 JAN 79	CPT WILSON, J Co Cdr (11C00) Co A 2d Bn 137th Inf		LTC SMITH, M Bn Cdr (11C00) HQ 2d Bn 137th Inf

RATING CHART

<u>ASSIGNMENT OF RATED OFFICER</u>	<u>RATER</u>	<u>INTERMEDIATE RATER</u>	<u>SENIOR RATER</u>
*Asst AG (Army) & Cdr KSARNG	TAG KS		TAG KS
*Dir, STARC	Cdr, KSARNG		TAG KS
*Chief of Staff(Army)	Cdr, KSARNG		TAG KS
*Cdr, HHD KSARNG	Chief of Staff (Army)		Cdr, KSARNG
Cdr, 102d MHD	ACofS/G1		Chief of Staff (Army)
Cdr, 105th PA Det	PA Officer		ACofS/G1
*Cdr, 69th Inf Bde	Cdr, KSARNG		TAG KS
Cdr, HHC 69th Inf Bde	XO, 69th Inf Bde		DBC, 69th Inf Bde
Cdr, Trp E 114th Cav	DBC, 69th Inf Bde		Cdr, 69th Inf Bde
Cdr, 169th Engr Co	DBC, 69th Inf Bde		Cdr, 69th Inf Bde
Cdr, 135th Sig Det	DBC, 69th Inf Bde		Cdr, 69th Inf Bde
DBC, 69th Inf Bde	Cdr, 69th Inf Bde		Cdr, KSARNG
XO, 69th Inf Bde	DBC, 69th Inf Bde		Cdr, 69th Inf Bde
Cdr, 169th Spt Bn	DBC, 69th Inf Bde		Cdr, 69th Inf Bde
XO, 169th Spt Bn	Cdr, 169th Spt Bn		DBC, 69th Inf Bde
Cdr, 1st Bn 127th FA	DBC, 69th Inf Bde		Cdr, 69th Inf Bde
XO, 1st Bn 127th FA	Cdr, 1st Bn 127th FA		DBC, 69th Inf Bde
Cdr, 1st Bn 137th Inf	DBC, 69th Inf Bde		Cdr, 69th Inf Bde
XO, 1st Bn 137th Inf	Cdr, 1st Bn 137th Inf		DBC, 69th Inf Bde
Cdr, 2d Bn 137th Inf	DBC, 69th Inf Bde		Cdr, 69th Inf Bde
XO, 2d Bn 137th Inf	Cdr, 2d Bn 137th Inf		DBC, 69th Inf Bde
Cdr, 1/635th Armor	DBC, 69th Inf Bde		Cdr, 69th Inf Bde
XO, 1/635th Armor	Cdr, 1/635th Armor		DBC, 69th Inf Bde
Cdr, 130th FA Bde	Cdr, KSARNG		TAG KS
XO, 130th FA Bde	Cdr, 130th FA Bde		Cdr, KSARNG

APPENDIX D, KNGR 623-105 (Cont)

<u>ASSIGNMENT OF RATED OFFICER</u>	<u>RATER</u>	<u>INTERMEDIATE RATER</u>	<u>SENIOR RATER</u>
Cdr, HHB 130th FA Bde	XO, 130th FA Bde		Cdr, 130th FA Bde
Cdr, 1/161st FA	Cdr, 130th FA Bde		Cdr, KSARNG
XO, 1/161st FA	Cdr, 1/161st FA		Cdr, 130th FA Bde
Cdr, 2/130th FA	Cdr, 130th FA Bde		Cdr, KSARNG
XO, 2/130th FA	Cdr, 2/130th FA Bde		Cdr, 130th FA Bde
Cdr, CAC HQ	Dir, STARC		Cdr, KSARNG
XO, CAC HQ	Cdr, CAC HQ		Dir, STARC
Det Cdr, CAC HQ	XO, CAC HQ		Cdr, CAC HQ
Cdr, 287th Maint Bn	Cdr, CAC HQ		Cdr, KSARNG
XO, 287th Maint Bn	Cdr, 287th Maint Bn		Cdr, CAC HQ
Cdr, 174th S&S Bn	Cdr, CAC HQ		Cdr, KSARNG
XO, 174th S&S Bn	Cdr, 174th S&S Bn		Cdr, CAC HQ
Cdr, 891st Engr Bn	Cdr, CAC HQ		Cdr, KSARNG
XO, 891st Engr Bn	Cdr, 891st Engr Bn		Cdr, CAC HQ
Bandmaster, 42d Army Band	Adjutant, HHD, KSARNG		ACofS, G-1, KSARNG

All other officer positions will have the rating schemes determined by the appropriate battalion or higher commander. This office (AGKS-ARP-0) will be provided with a copy of the proposed rating scheme, indicating the position of the rated individual and his or her name, the name and duty position of the rater, intermediate rater (if any) and the senior rater. After approval of the rating scheme by this office, units will make distribution indicated in paragraph 8 of this regulation. Names indicated on the rating scheme may be in pencil to facilitate easier updating.